



11-15-04

PTO/SB/21 (08-03)

Approved for use through 07/31/2006. OMB 0651-0301
Patent and Trademark Office: U.S. DEPARTMENT OF COMMERCE

7.157
48

Under the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number.

TRANSMITTAL FORM

(to be used for all correspondence after initial filing)

		Application Number	09/751,595
		Filing Date	December 29, 2000
		First Named Inventor	Min Zhu
		Art Unit	2157
		Examiner Name	Uzma Alam
Total Number of Pages in This Submission	6	Attorney Docket Number	24333/81151

ENCLOSURES (check all that apply)		
<input type="checkbox"/> Fee Transmittal form <input type="checkbox"/> Fee Attached <input type="checkbox"/> Amendment / Reply <input type="checkbox"/> After Final <input type="checkbox"/> Affidavits/declaration(s) <input type="checkbox"/> Extension of Time Request <input type="checkbox"/> Express Abandonment Request <input checked="" type="checkbox"/> Information Disclosure Statement <input type="checkbox"/> Certified Copy of Priority Document(s) <input type="checkbox"/> Response to Missing Parts/ Incomplete Application <input type="checkbox"/> Response to Missing Parts under 37 CFR 1.52 or 1.53	<input type="checkbox"/> Drawing(s) <input type="checkbox"/> Licensing-related Papers <input type="checkbox"/> Petition <input type="checkbox"/> Petition to Convert a Provisional Application <input type="checkbox"/> Power of Attorney, Revocation Change of Correspondence <input type="checkbox"/> Terminal Disclaimer <input type="checkbox"/> Request for Refund <input type="checkbox"/> CD, Number of CD(s) _____ <input type="checkbox"/> Remarks	<input type="checkbox"/> After Allowance communication to Group <input type="checkbox"/> Appeal Communication to Board of Appeals and Interferences <input type="checkbox"/> Appeal Communication to Group (Appeal Notice, Brief, Reply Brief) <input type="checkbox"/> Proprietary Information <input type="checkbox"/> Status Letter <input checked="" type="checkbox"/> Other Enclosure(s) (please identify below): <input type="checkbox"/> Return Receipt Postcard <input type="checkbox"/> See Remarks
PTO 1449 Form listing 8 references and a copy of each reference listed.		

SIGNATURE OF APPLICANT, ATTORNEY, OR AGENT

Firm or Individual Name	Philip W. Woo, Reg. No. 39,880
Signature	
Date	November 11, 2004

CERTIFICATE OF TRANSMISSION/MAILING

I hereby certify that this correspondence is being facsimile transmitted to the USPTO or deposited with the United States Postal Service with sufficient postage as first class mail in an envelope addressed to: Commissioner for Patents, P.O. Box 1450, Alexandria, VA 22313-1450 on the date shown below:

Typed or printed name	Express Mail Label No.: EV 611 226 094 US
Signature	Date

This collection of information is required by 37 CFR 1.5. The information is required to obtain or retain a benefit by the public which is to file (and by the USPTO to process) and application. Confidentiality is governed by 35 U.S.C. 122 and 37 CFR 1.14. This collection is estimated to 12 minutes to complete, including gathering, preparing, and submitting the completed application form to the USPTO. Time will vary depending upon the individual case. Any comments on the amount of time you require to complete this form and/or suggestions for reducing this burden, should be sent to the Chief Information Officer, U.S. Patent and Trademark Office, U.S. Department of Commerce, P.O. Box 1450, Alexandria, VA 22313-1450. DO NOT SEND FEES OR COMPLETED FORMS TO THIS ADDRESS. SEND TO: Commissioner for Patents, P.O. Box 1450, Alexandria, VA 22313-1450.

If you need assistance in completing the form, call 1-800-PTO-9199 and select option 2.

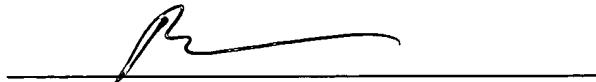
This information disclosure statement is submitted under 37 C.F.R. § 1.97(c). Please charge Deposit Account No. 50-1597 in the amount of \$180.00 for the Information Disclosure Statement fee under 37 C.F.R. § 1.17(p). The Commissioner is hereby authorized to charge any additional fees which may be required, or credit any overpayment to Deposit Account No. 50-1597. This paper is being submitted in duplicate to facilitate Deposit Account payment.

EXPRESS MAIL LABEL NO.:

Respectfully submitted,

EV 611 226 094 US

By:



Philip W. Woo
Attorney of Record
Reg. No. 39,880
PWW/rp

November 11, 2004

SIDLEY AUSTIN BROWN & WOOD LLP
555 California Street, Suite 2000
San Francisco, CA 94104-1715



Atty. Docket: 24333/81151

1

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re application of: Min Zhu, et al.
Title: Distributed Meeting Management
Application No.: 09/751,595
Filing Date: December 29, 2000
Examiner: Uzma Alam
Group Art Unit: 2157
Confirmation No.: 8830
Law Office: Sidley Austin Brown & Wood LLP
Mail Stop Amendment
Commissioner for Patents
P.O. Box 1450
Alexandria, VA 22313-1450

Dear Sir:

Pursuant to 37 C.F.R. § 1.56, § 1.97 and § 1.98, Applicants wish to call the following documents (copies enclosed) to the attention of the Examiner for the above-identified patent application.

A form PTO-1449 listing these documents is enclosed.

Citation of the above documents shall not be construed as:

1. an admission that the documents are necessarily prior art with respect to the instant invention;
2. a representation that a search has been made; or
3. an admission that the information listed herein is, or is considered to be, material to patentability as defined in § 1.56(b).



Express Mail Label No.: EV 611 226 094 US